

**KNOX COUNTY
DEEDS FEE SCHEDULE & RECORDING REQUIREMENTS**

<p>Recording Fees:</p> <p>Documents:</p> <p>First page - \$19.00 plus \$3.00 surcharge (state government and municipalities are exempt from surcharge)</p> <p>Each additional page - \$2.00 per page</p> <p>Names in excess of four to be indexed - \$1.00 per name (please count all grantors, grantees, aka's, trustees, dba's, nominees) We do not index Personal Representatives</p> <p>Marginal references - \$13.00 each after the first one</p>	<p>Copy Fees:</p> <p>Standard Registry Copy - \$1.00 per page</p> <p>Certified Copy - \$1.00 per page plus a certification fee of - \$5.00</p> <p>Survey Plan copy - \$5.00 per sheet</p> <p>Website -- There is no charge for the first 500 pages acquired by a person, corporation, company or other entity in a calendar year. After 500 pages have been acquired, copies will be 50 cents per page. www.maineregistryofdeeds.com</p>
<p>Transfer Tax:</p> <p>A tax of \$2.20 per \$500 in value (rounded up) imposed upon the sale, granting or transfer of real estate and any interest therein. The transfer tax is equally divided between the buyer and the seller, unless exempt pursuant to Title 36, §4641-C. An exemption from the transfer tax must be clearly stated on the deed being recorded as well as on the Declaration of Value Form that must accompany the deed. You can go to the Maine Revenue Service Property Tax website www.maine.gov/revenue/propertytax/ which provides information about Real Estate Transfer Tax Declaration forms. Also, a Transfer Tax Table is available to determine the amount of tax you may owe. You can also download a form from this website.</p>	
<p>Requirements for Recording Documents:</p> <p>Name must be typed or printed below the signature line</p> <p>Corporate name must be typed at signature for indexing</p> <p>Must have the original document. (original signatures)</p> <p>Must be properly acknowledged and notarized with notary's printed name or seal with commission expiration</p> <p>Deeds conveying property must include a transfer tax form, and pay tax, unless exempt</p>	
<p>Requirements for Recording Survey Plans</p> <p>Plan Fees:</p> <p>Original Plan (accompanied by a paper copy) - \$24.00</p> <p>Names in excess of four to be indexed - \$1.00 per name (please count all grantors, grantees, aka's trustees, dba's, nominees)</p> <p>Plan Requirements:</p> <p style="padding-left: 20px;">Minimum size — 12" x 18"</p> <p style="padding-left: 20px;">Maximum size — 24" x 36"</p> <p>Materials: Be drawn upon strong linen cloth or polyester film with archival photographic image</p> <p>Seals: Be embossed, sealed or both, with the seal of an architect, professional engineer, or registered land surveyor</p> <p>Signature: Contain the signature and address of the person who prepared the plan</p> <p>Recording Information: Provide a space for recording the county, date, time, plan book and page or file number and register's attest</p> <p>Title: Provide a title block containing the name of the plan, the record owner's name and address, the location by street and town and the date of the plan</p> <p>Must provide a paper copy. If you do not have a paper copy, we can make one for a \$5 fee</p>	